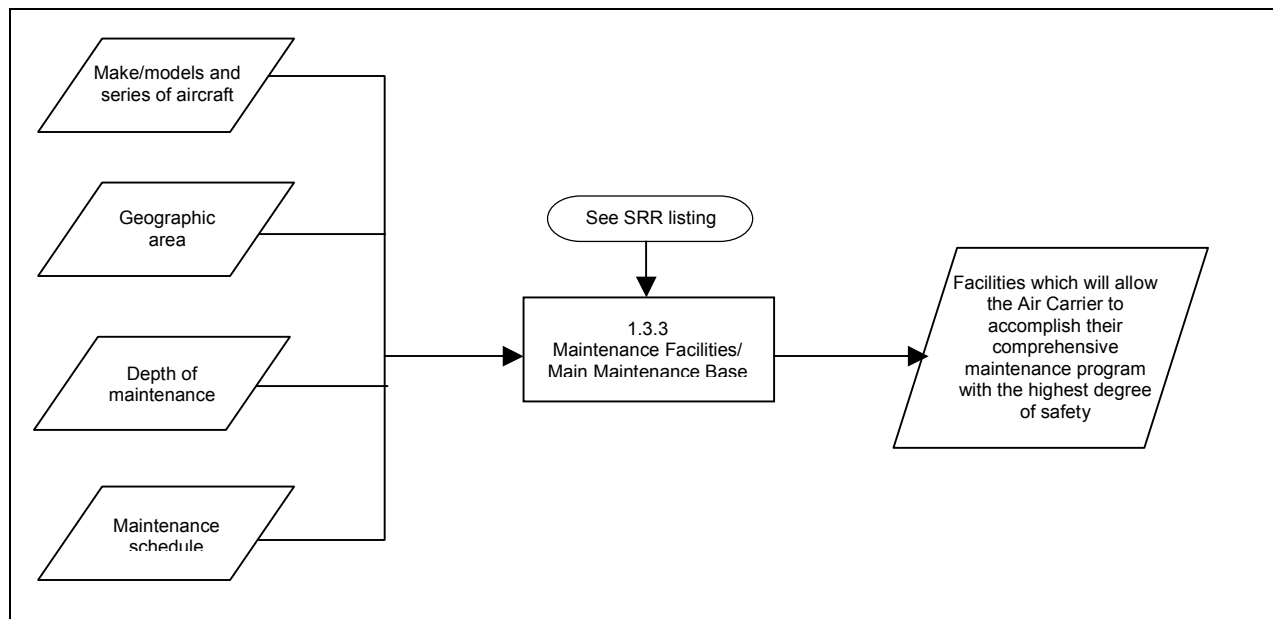


Safety Attribute Inspection (SAI) Job Aid



ELEMENT SUMMARY INFORMATION

Element: 1.3.3 Maintenance Facilities/Main Maintenance Base

Purpose of this Element (Air Carrier's responsibility):

To ensure the Air Carrier has facilities and equipment to support required inspection and maintenance of its aircraft.

Objective (FAA responsibility):

To determine if the Maintenance Facilities/Main Maintenance Base complies with the Air Carrier's policies, procedures, and controls.

Inputs:

- Make/models and series of aircraft
- Geographic area
- Depth of maintenance
- Maintenance Schedule

Outputs:

- Facilities which will allow the Air Carrier to accomplish their Comprehensive Maintenance Program with the highest degree of safety

Safety Attribute Inspection (SAI) Job Aid

Performance Measures:

- The Air Carrier has at least one facility that will house the largest aircraft in their fleet.
- At the time of maintenance the facilities being used must meet the Air Carrier's established standards for that type of facility.
- The environments of the facilities are controlled in accordance with the aircraft manufacturer's requirements.
- The Air Carrier maintains a safe and clean work environment.

Safety Attribute Inspection (SAI) Job Aid

SRR:

- 121.105 Servicing and Maintenance Facilities
- 121.123 Servicing Maintenance Facilities
- 121.367 (b) Maintenance, Preventive Maintenance and Alterations

Other CFRs and/or FAA Guidance:

- CFR 121.93 (a) (2)--Certificate Holder must show that the facilities and services required by 121.97 & 121.107 are available and adequate for the proposed operation.
- CFR 121.373--Continuing Analysis and Surveillance.
- FAA Order 8300.10, Vol. 2, Chap. 61--Evaluate Part 121/135.411(A)(2) Operator
- FAA Order 8300.10, Vol. 2, Chap. 69--Evaluate CFR Part 121/135 Maintenance Contractual Arrangement.
- FAA Order 8300.10, Vol. 2, Chap. 70--Evaluate CFR Part 121/135.411(A)(2) Maintenance Training Program/Record
- FAA Order 8300.10, Vol. 2, Chap. 72--Evaluate Aircraft Lease/Interchange Agreement.
- FAA Order 8300.10, Vol. 2, Chap. 73--Evaluate CFR Part 121/135 10 Or More Leased Maintenance Program Authorization: U.S. Registered Aircraft.
- FAA Order 8300.10, Vol. 2, Chap. 75--Evaluate CFR Part 135 (Nine Or Less) Weight And Balance Control Procedures.
- FAA Order 8300.10, Vol. 2, Chap. 76--Conduct CFR Part 121/135 Proving/Validation Tests
- FAA Order 8300.10, Vol. 2, Chap. 84-- CFR PART 121/135 Operations Specifications.
- FAA Order 8300.10, Vol. 2, Chap. 87--Approve Parts/Parts Pool/Parts Borrowing.
- FAA Order 8300.10, Vol. 2, Chap. 95--Evaluate CFR Part 121/135 Operator/Applicants For Participation In 'Coordinating Agencies For Supplier's Evaluation' (C.A.S.E.)
- FAA Order 8300.10, Vol. 2, Chap. 165--Evaluate CFR Part 145 Repair Station's Facilities And Equipment.
- FAA Order 8300.10, Vol. 2, Chap. 221--Conduct Evaluation of Operator/Applicant's Maintenance Facility
- FAA Order 8300.10, Vol. 3, Chap. 131--Inspect Operator's Maintenance Facility.
- FAA Order 8300.10, Vol. 3, Chap. 140--Inspect Foreign Non-Federal Located Ground Navigational Aids.
- FAA Order 8300.10, Vol. 3, Chap. 141--Inspect Communications Stations.
- FAA Order 8300.10, Vol. 3, Chap. 144--Inspect Avionics Test Equipment.
- FAA Order 8300.10, Vol. 4, Chap. 4 Testing of Powerplants After Overhaul.
- HBAW 96-01-- Information and Guidance Pertaining to Structural Maintenance Programs for Aging Large Transport, Contd.
- HBAW 98-01-- Air Carrier and Maintenance Provider Contracts
- FSAW 94-48-- Procedures to be Used to Approve Instructions for Continued Airworthiness Approved by Supplemental Type, Contd.
- FSAW 95-06--U.S. Air Carrier Code Sharing Authorizations and Various Alliances with Foreign Carriers
- FSAW 96-02-- General Certification and Operations Requirements for Air Carriers Transitioning from Part 135 to Part 121, Contd.
- FSAW 96-08-- Inappropriate Ratings for Line Maintenance Function

Safety Attribute Inspection (SAI) Job Aid

Other CFRs and/or FAA Guidance: (Continued)

- FSAW 96-14-- Airworthiness Assurance of Foreign Maintained, Overhauled, Repaired Parts or Appliances Accepted, Contd.
- FSAW 98-02--Issuance of Appropriate Repair Station Ratings for Maintenance of Airborne Entertainment Centers and, Contd.
- Refer to appropriate Advisory Circulars

Safety Attribute Inspection (SAI) Job Aid

SRR SPECIFIC INFORMATION

SRR	Intent	Inspectors
121.105	To ensure that domestic and flag Air Carriers have competent personnel and adequate facilities and equipment along their routes and available for proper servicing and maintenance.	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>
121.123	To ensure that supplemental Air Carriers have competent personnel and adequate facilities and equipment available for proper servicing and maintenance.	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>
121.367 (b)	To require that Air Carriers have a program that covers maintenance that ensures that the Air Carrier and outsource organization have: <ul style="list-style-type: none"> Facilities with heat and light that are capable of housing the largest aircraft in the fleet to conduct “B” level and above inspections; and Equipment and tools available to conduct inspections. 	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>
119.49 (a)(4)(ii)	To prevent the Air Carrier from operating any aircraft not listed in the Operations Specifications or in an approved aircraft listing.	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>

Safety Attribute Inspection (SAI) Job Aid

1.3.3 Maintenance Facilities/Main Maintenance Base

SECTION 1 - RESPONSIBILITY ATTRIBUTE

Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person who is accountable for the quality of the Maintenance Facilities/Main Maintenance Base process.

To meet this objective, the inspector will accomplish the following tasks:

1. Identify the person who is responsible for the quality of the Maintenance Facilities/Main Maintenance Base process.
2. Review the description in the Manual that delineates the duties and responsibilities of the person.
3. Evaluate the person's qualifications and work experience (or resume', if appropriate).
4. Review the appropriate organizational chart.
5. Discuss the Maintenance Facilities/Main Maintenance Base process with the person.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Is there a clearly identifiable person who is answerable for the quality of the Maintenance Facilities/Main Maintenance Base process?	<input type="checkbox"/> YES If yes, provide the name: <input type="checkbox"/> NO If no, explain:
2. Does the person understand the procedures associated with the Maintenance Facilities/Main Maintenance Base process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
3. Does the person understand the controls associated with the Maintenance Facilities/Main Maintenance Base process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Does the person understand the interfaces associated with the Maintenance Facilities/Main Maintenance Base process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Does the person understand the process measurements associated with the Maintenance Facilities/Main Maintenance Base process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
6. Is the responsibility of this position clearly documented in the air carrier's Manual(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7. Are the qualification standards for this position clearly documented?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7a Are the qualification standards for this position appropriate for the duties that are assigned?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
8. Does the person meet the qualification standards?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
9. Does the person acknowledge that he/she has responsibility for the Maintenance Facilities/Main Maintenance Base process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
10. Does the person individual know who has authority to establish and modify the Maintenance Facilities/Main Maintenance Base process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

Safety Attribute Inspection (SAI) Job Aid

1.3.3 Maintenance Facilities/Main Maintenance Base

SECTION 2 – AUTHORITY ATTRIBUTE

Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person with the authority to establish and modify the Maintenance Facilities/Main Maintenance Base process.

To meet this objective, the inspector will accomplish the following tasks:

1. Identify the person who has the authority to establish or modify the Maintenance Facilities/Main Maintenance Base process.
2. Review the description in the Manual that delineates the duties and responsibilities of the person.
3. Evaluate the person's qualifications and work experience (or resume', if appropriate).
4. Review the appropriate organizational chart.
5. Discuss the Maintenance Facilities/Main Maintenance Base process with the person.

To meet this objective, the inspector will determine and record answers to the following questions:

- | | | |
|--|---|-----------------|
| 1. Is there a clearly identifiable person who has authority to establish and modify the air carrier's policies for the Maintenance Facilities/Main Maintenance Base process? | <input type="checkbox"/> YES
<input type="checkbox"/> NO | If no, explain: |
| 2. Does the person understand the procedures associated with the Maintenance Facilities/Main Maintenance Base process? | <input type="checkbox"/> YES
<input type="checkbox"/> NO | If no, explain: |
| 3. Does the person understand the controls associated with the Maintenance Facilities/Main Maintenance Base process? | <input type="checkbox"/> YES
<input type="checkbox"/> NO | If no, explain: |
| 4. Does the person understand the interfaces associated with the Maintenance Facilities/Main Maintenance Base process? | <input type="checkbox"/> YES
<input type="checkbox"/> NO | If no, explain: |
| 5. Does the person understand the process measurements associated with the Maintenance Facilities/Main Maintenance Base process? | <input type="checkbox"/> YES
<input type="checkbox"/> NO | If no, explain: |
| 6. Is the authority of this position clearly documented in the air carrier's Manual(s)? | <input type="checkbox"/> YES
<input type="checkbox"/> NO | If no, explain: |
| 7. Are the qualification standards for this position clearly documented? | <input type="checkbox"/> YES
<input type="checkbox"/> NO | If no, explain: |
| 7a Are the qualification standards for this position appropriate for the duties that are assigned? | <input type="checkbox"/> YES
<input type="checkbox"/> NO | If no, explain: |
| 8. Does the person meet the qualification standards? | <input type="checkbox"/> YES
<input type="checkbox"/> NO | If no, explain: |
| 9. Does the person acknowledge that he/she has authority for the Maintenance Facilities/Main Maintenance Base process? | <input type="checkbox"/> YES
<input type="checkbox"/> NO | If no, explain: |
| 10. Does the individual know who has the responsibility for the Maintenance Facilities/Main Maintenance Base process? | <input type="checkbox"/> YES
<input type="checkbox"/> NO | If no, explain: |
| 11. Are the procedures for delegation of authority clearly documented for the Maintenance Facilities/Main Maintenance Base process? | <input type="checkbox"/> YES
<input type="checkbox"/> NO | If no, explain: |

Safety Attribute Inspection (SAI) Job Aid

1.3.3 Maintenance Facilities/Main Maintenance Base

SECTION 3 – PROCEDURES ATTRIBUTE

Objective: To determine if the air carrier has documented procedures for accomplishing the Maintenance Facilities/Main Maintenance Base process.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Maintenance Facilities/Main Maintenance Base process to ensure that they contain who, what, where, when, and how.
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR) included in the supplemental information section of this SAI.
3. Discuss the Maintenance Facilities/Main Maintenance Base process with appropriate personnel to gain an understanding of the procedures.
4. Observe the Maintenance Facilities/Main Maintenance Base process to gain an understanding of the procedures.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Do written procedures exist to achieve the desired result of the Maintenance Facilities/Main Maintenance Base process:

1.1 Does the Air Carrier have written procedures for classifying facilities based on the level of scheduled maintenance they are qualified to perform? [SRR 121.105] [SRR 121.123]

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

1.2 Does the Air Carrier have written procedures for establishing and maintaining a list of maintenance facilities and their classification? [SRRs 121.105, 121.123, 121.367(b)]

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

1.3 Does the Air Carrier have written procedures for identifying the required tools and equipment based on the facility classification? [SRR 121.105] [SRR 121.123]

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

1.4 Does the Air Carrier have written procedures requiring facilities to have lighting such that discrepancies on aircraft will be discernible? [SRR 121.367 (b)] [SRR 121.105] [SRR 121.123]

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

1.5 Do written procedures exist which require the Air Carrier to use segregated areas for parts and materials? [SRR 121.105] [SRR 121.123]

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

1.6 Do written procedures exist which require the Air Carrier to have technical Manuals available in all work places commensurate with the tasks being performed? [SRR 121.367(b)]

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

1.7 Do written procedures exist for the segregation and storage of hazardous/flammable materials?

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

Safety Attribute Inspection (SAI) Job Aid

1.3.3 Maintenance Facilities/Main Maintenance Base

SECTION 3 – PROCEDURES ATTRIBUTE

1.8 Do written procedures exist which require the Air Carrier to have protective storage bins/areas for parts that will be reinstalled after maintenance?	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.9 Do written procedures exist which ensure that the facilities have a controlled environment when the performance of the maintenance would be hindered by uncontrolled conditions? [SRR 121.367 (b)]	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.10 Do written procedures exist which require the Air Carrier to maintain a clean and safe work environment? [SRR 121.367(b)]	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
2. Do the procedures identify: who, what, where, when and how?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
3. Are the procedures in compliance with the CFR(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Do the procedures conform to other written guidance (E.g., Operations Specifications, FAA Orders, Airworthiness Directives, Advisory Circulars, Handbook Bulletins, Directives, and Manufacturer's Recommendations)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Does the air carrier have the resources to support the written procedures for the Maintenance Facilities/Main Maintenance Base process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
6. If alternate procedures exist for use during irregular conditions, do they achieve the same desired results as the primary procedures so that an equivalent level of safety is maintained? (E.g., a manual system used as a result of equipment failure).	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A, No alternate procedures exist for this element
7. Are the procedures published in different manuals relating to the Maintenance Facilities/Main Maintenance Base process consistent?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
8. Does the air carrier have a documented method for assessing the impacts of procedural changes to the Maintenance Facilities/Main Maintenance Base process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

Safety Attribute Inspection (SAI) Job Aid

1.3.3 Maintenance Facilities/Main Maintenance Base

SECTION 4 – CONTROL ATTRIBUTE

Objective: To determine if checks and restraints are designed into the Maintenance Facilities/Main Maintenance Base process to ensure a desired result is achieved.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Maintenance Facilities/Main Maintenance Base process.
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR) included in the supplemental information section of this SAI
3. Discuss the Maintenance Facilities/Main Maintenance Base process with appropriate personnel to gain an understanding of the controls.
4. Observe the Maintenance Facilities/Main Maintenance Base process to gain an understanding of the controls.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Are the following checks and restraints built into the Maintenance Facilities/Main Maintenance Base process:

1.1 Does the Air Carrier have parts and materials areas separated by –[SRR 121.105] [SRR 121.123]

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.1.1 Incoming parts area [SRRs 121.105, SRR 121.123]

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.1.2 Serviceable parts area [SRRs 121.105, SRR 121.123]

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.1.3 Unserviceable parts area [SRRs 121.105, SRR 121.123]

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.2 Does the Air Carrier maintain aircraft parts and materials in a secure area?

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.3 Does the Air Carrier have contracts for all leased facilities? [SRR 121.105] [SRR 121.123]

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.4 Does the Air Carrier have facilities available to house 5% of the fleet at any time? [SRR 121.105] [SRR 121.123]

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

Safety Attribute Inspection (SAI) Job Aid

1.3.3 Maintenance Facilities/Main Maintenance Base

SECTION 4 – CONTROL ATTRIBUTE

1.5 Does the Air Carrier have and maintain safety equipment at locations where its use is likely to be needed (e.g., eye wash station in battery shop)? [SRR 121.367(b)]	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	If no or N/A, explain:
1.6 Does the Air Carrier provide a storage area for restraining oxygen and nitrogen bottles?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	If no or N/A, explain:
1.7 Does the Air Carrier have and maintain gaseous servicing appliances including calibrated dispensing equipment? [SRR 121.105] [SRR 121.123]	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	If no or N/A, explain:
1.8 Does the Air Carrier have specific and protected areas for special tools, equipment, and calibration devices at the locations where maintenance is being performed? [SRR 121.367(b)]	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	If no or N/A, explain:
1.9 Does the Air Carrier have a central technical library that houses all of the master technical Manuals, manufacturer's instructions and reading devices for all aircraft, power plants, propellers and appliances? [SRR 121.105] [SRR 121.123]	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	If no or N/A, explain:
1.10 Does the Air Carrier have the facilities for maintenance control? [SRR 121.105] [SRR 121.123]	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	If no or N/A, explain:
1.10.1 Does it include availability of technical Manuals [SRRs 121.105, SRR 121.123]	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	If no or N/A, explain:
1.10.2 Does it include a communication system (e.g., faxes, ARINC)	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	If no or N/A, explain:
1.10.3 Does the facility have limited access?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	If no or N/A, explain:
1.10.4 Does the Air Carrier make protective storage bins/areas available for parts that will be reinstalled? [SRR 121.105] [SRR 121.123]	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	If no or N/A, explain:
1.10.5 Does the Air Carrier have maintenance work stands that will reach the highest point on any aircraft maintained at that facility? [SRR 121.105] [SRR 121.123]	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	If no or N/A, explain:
1.10.6 Does the Air Carrier have specifications for the size of areas for workshops based on the scope of work being performed? [SRR 121.105] [SRR 121.123]	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	If no or N/A, explain:

Safety Attribute Inspection (SAI) Job Aid

1.3.3 Maintenance Facilities/Main Maintenance Base

SECTION 4 – CONTROL ATTRIBUTE

<p><i>1.10.7 Does the Air Carrier have standards for the storage and segregation of hazardous/flammable materials that meet or exceed the DOT or manufacturer's requirements?</i></p>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
<p>2. Do the checks and restraints ensure the desired result is achieved for the Maintenance Facilities/Main Maintenance Base process?</p>	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
<p>3. Does the air carrier have a documented method for assessing the impacts of any changes made to checks and restraints in the Maintenance Facilities/Main Maintenance Base process?</p>	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
<p>4. Does the air carrier have the resources to support the checks and restraints for the Maintenance Facilities/Main Maintenance Base process?</p>	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

Safety Attribute Inspection (SAI) Job Aid

1.3.3 Maintenance Facilities/Main Maintenance Base

SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE

Objective: To determine if the air carrier measures and assesses the Maintenance Facilities/Main Maintenance Base process, to identify and correct problems or potential problems.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Maintenance Facilities/Main Maintenance Base process.
2. Discuss the Maintenance Facilities/Main Maintenance Base process with appropriate personnel to gain an understanding of the process measures.
3. Observe the Maintenance Facilities/Main Maintenance Base process to gain an understanding of the process measures.

To meet this objective, the inspector will determine and record answers to the following questions:

1. <Deleted>

2. Does the air carrier's Maintenance Facilities/Main Maintenance Base process include the following process measurements?

2.1 The Air Carrier audits its facilities to ensure that the facilities meet the following standards in accordance with the Manual:

☐ YES **If no or N/A, explain:**
☐ No
☐ N/A

2.1.1 Facilities are clean and safe.

☐ YES **If no or N/A, explain:**
☐ No
☐ N/A

2.1.2 Maintenance personnel use designated parts and materials area.

☐ YES **If no or N/A, explain:**
☐ No
☐ N/A

2.1.3 Hazardous materials are segregated and stored according to standards that meet or exceed the DOT or manufacturer's requirements.

☐ YES **If no or N/A, explain:**
☐ No
☐ N/A

2.1.4 Classification and listing of the facilities is correct.

☐ YES **If no or N/A, explain:**
☐ No
☐ N/A

2.1.5 Current technical Manuals are available at all work places.

☐ YES **If no or N/A, explain:**
☐ No
☐ N/A

2.1.6 Protective storage/bins areas are available for parts that will be reinstalled.

☐ YES **If no or N/A, explain:**
☐ No
☐ N/A

2.1.7 Facilities are equipped in accordance with their classification.

☐ YES **If no or N/A, explain:**
☐ No
☐ N/A

Safety Attribute Inspection (SAI) Job Aid

1.3.3 Maintenance Facilities/Main Maintenance Base

SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE

2.1.8 Facilities have environmental controls and lighting in accordance	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
2.1.9 Facilities have secure segregated areas for parts and materials.	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
2.1.10 All leased facilities have contractual agreements.	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
2.1.11 Facilities are available to house 5% of the fleet at any time.	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
2.1.12 Safety equipment is readily accessible.	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
2.1.13 Facilities have areas and equipment for servicing, storage, and restraining oxygen and nitrogen bottles.	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
2.1.14 Specific and protected areas for tools, equipment, and calibration devices are provided.	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
2.1.15 A central technical library is maintained.	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
2.1.16 The Air Carrier has maintenance work stands that reach the highest point on any aircraft as required by the classification of that facility.	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
2.1.17 The maintenance control facility has limited access, technical Manuals, and a communication system.	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
3. Does the air carrier document their process measurement methods and results?	<input type="checkbox"/> YES <input type="checkbox"/> No	If no, explain:
4. Are the air carrier's process measurement methods effective?	<input type="checkbox"/> YES <input type="checkbox"/> No	If no, explain:
5. Does the air carrier use their process measurement results to improve their programs?	<input type="checkbox"/> YES <input type="checkbox"/> No	If no, explain:
6. Are the process measurement results accessible to the FAA?	<input type="checkbox"/> YES <input type="checkbox"/> No	If no, explain:

Safety Attribute Inspection (SAI) Job Aid

1.3.3 Maintenance Facilities/Main Maintenance Base

SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE

- | | |
|---|--|
| 7. Does the organization that conducts the process measurement have direct access to the person with responsibility for the Maintenance Facilities/Main Maintenance Base process? | <input type="checkbox"/> YES If no, explain:
<input type="checkbox"/> NO |
| 8. Does the air carrier have the resources to support the process measurement for the Maintenance Facilities/Main Maintenance Base process? | <input type="checkbox"/> YES If no, explain:
<input type="checkbox"/> NO |

Safety Attribute Inspection (SAI) Job Aid

1.3.3 Maintenance Facilities/Main Maintenance Base

SECTION 6 – INTERFACES ATTRIBUTE

Objective: To determine if the air carrier identifies and manages the interactions between the Maintenance Facilities/Main Maintenance Base process and the other element processes within the Air Carrier organization.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Maintenance Facilities/Main Maintenance Base process.
2. Discuss the Maintenance Facilities/Main Maintenance Base process with appropriate personnel to gain an understanding of the interfaces.
3. Observe the Maintenance Facilities/Main Maintenance Base process to gain an understanding of the interfaces.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Are the following interfaces identified for the Maintenance Facilities/Main Maintenance Base process:

1.1 Maintenance Program (Element 1.3.1)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.2 Inspection Program (Element 1.3.2)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.3 Outsource Organization (Element 1.3.7)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.4 Control of Calibrated Tools and Test Equipment (Element 1.3.8)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.5 Parts/Material Control/SUP (Element 1.3.10)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.6 CAS (Element 1.3.11)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.7 GMM (Element 1.3.14)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.8 Director of Maintenance (Element 7.1.1)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A

Safety Attribute Inspection (SAI) Job Aid

1.3.3 Maintenance Facilities/Main Maintenance Base

SECTION 6 – INTERFACES ATTRIBUTE

1.9 Chief Inspector (Element 7.1.2)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.10 Maintenance Control (Element 7.1.6)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.11 Operations Specifications	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.12 (Manual) Currency (Element 2.1.1)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.13 Content Consistency Across Manuals (Element 2.1.2)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.14 (Manual) Distribution (Element 2.1.3)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
1.15 (Manual) Availability (Element 2.1.4)	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
2. List any additional interfaces identified:	
3. Are there written procedures for the use of air carrier personnel in the application of these interfaces?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Are there controls to ensure that interfaces occur?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Are the interfaces between the Maintenance Facilities/Main Maintenance Base process and other processes treated consistently in the Manual(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO